



**IB # 25-01**

**Effective: Retroactive to January 1, 2025**

**INFORMATION BULLETIN**

**TO:** All Workforce Innovation and Opportunity Act (WIOA) Funded Alameda County Workforce Development Board (ACWDB) Service Providers

**DATE:** February 21, 2025

**SUBJ:** **Standard Internal Revenue Service (IRS) Mileage Reimbursement Rate**

**PURPOSE OF BULLETIN:**

This purpose of this bulletin is to inform workforce service program staff of the new mileage reimbursement rate for WIOA participants effective January 1, 2025.

**BACKGROUND:**

The most current IRS mileage reimbursement rate should be used when calculating travel reimbursements for program participants and staff.

**UPDATE:**

Effective January 1, 2025, the IRS mileage reimbursement rate will increase **from 67 cents to 70 cents per mile**. This rate change will be in line with Alameda County's employee reimbursement rate as determined by the Internal Revenue Services.

Program staff should ensure that WIOA participants, as well as participants in other workforce service grants administered through the ACWDB, who are engaged in career and/or training services and who are eligible for travel reimbursements as authorized through ACWDB's Supportive Service Policy (Action Bulletin (AB) 22-03) should be reimbursed for miles traveled to engage in those services using the above-referenced, per mile amount.

Questions regarding this updated mileage reimbursement rate should be directed to the attention of your assigned program liaison and/or your assigned workforce technician.

Historical Mileage Reimbursement Rates:

Calendar Year	2023	2024	2025
Reimbursement Rate	\$.65 ½ /mile	\$.67/mile	\$.70/mile

**ACTION:**

All ACWDB workforce service providers must immediately adopt and enact the new IRS mileage reimbursement rate. Additionally, this bulletin should be shared with all staff responsible for the provision of workforce services administered through the ACWDB.

*ACWDB Action Bulletins referenced in this item were the most current available on the date this bulletin was drafted. Any updated information will be located at [ACWDB's Program Policies Page](#).*

*Any discrepancies arising between this policy/procedure and federal or state provisions (due to future revisions) will default to the current minimum federal and state regulations and guidance available – until such time that this policy can be updated.*

**For information and inquiries please contact:**

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